

# **Planning Commission Minutes**

**Scheduled Meeting February 13, 2003**

**PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM**

**6:30 PM**

## **I. CALL TO ORDER**

Meeting was called to order by Vice Chair Mark Charlie at 6:34 pm

## **II. ROLL CALL**

Present: Brian Glasheen, Joan Hamilton, Pat Jennings, Mark Charlie, Joy Shantz

Excused: John Guinn

Unexcused: Tim Albright

Others present: John Malone, Planning Director  
Al Bianchi, Surveyor, Representing Item A New Business  
Debora Nieman, Planning Tech, Recorder of Minutes

## **III. APPROVAL OF MINUTES**

J. Hamilton asked that the status of Clarence Albright's absence be changed to excused - he had previously notified the Chair that he was required to work.

B. Glasheen the correction of the spelling of his first name.

J. Hamilton asked that we correct the spelling of Yuut Elitnaurviat - Peoples Learning Center on Page 4.

M/M J. Schantz/ J. Hamilton Approval of minutes as amended for the Jan. 23, 2003 meeting.

Unanimous

## **IV. APPROVAL OF AGENDA**

M/M J. Hamilton/ J. Schantz Approve the agenda

Unanimous

**V. COMMUNICATIONS**

Handout at meeting:

1. Ordinance #03-02. Ordinance repealing mandatory piped sewer and water in new subdivisions.
2. "Commissions, Committees and Boards Review of Procedures" folder from the City Clerk
3. All others included in the meeting packets.

**VI. PLANNERS REPORT**

Mr. Malone reported:

Juneau Trip: I was in Juneau all last week for the Mental Health Trust. Unusually quite for this time of year due the Governor not releasing his budget yet – OMB reported to the legislature that they expect it out on Feb 21<sup>st</sup>.

New Assisted Living Center: The council has asked the administration to proceed with an appraisal of Lot 2, Block 9, Ptarmigan-Tundra View Subdivision in preparation of a possible land disposal for a new Assisted Living Center. This lot is contiguous to the Lulu Heron Congregate Care facilities southern boundary. For the past year or so there has been a local consortium working on getting an assisted living facility located in our community. I met with Jim Mc Connell today the consultant retained to conduct the area needs assessment for such services.

Ordinance #03-02: As you can see from the handout the council has finally introduced an ordinance repealing the mandatory installation of piped sewer and water in new subdivisions that you had recommended in your Resolution 02-04 last April. Upon inquiry to the city clerk it was discovered that the council had taken action on your resolution by just passing a motion adopting your resolution. As was discovered many months later, a motion could not repeal an ordinance, so we now have the introduction of the proper ordinance to accomplish this.

Midyear Budget Amendments: In your packet is the ordinance containing the midyear budget amendments. It did not pass council on Tuesday night (Feb 11) – there was a tie vote. The most significant adjustment to our budget was the relocation of the IT position to Central Administration. They also took part of the planning office training budget with that position – without consultation.

Old Air Force TACAN Site Conveyance to the City: Bethel Native Corporation has asked the BLM to reopen the conveyance file on the TACAN site. This is a 2 acre square piece of land that now encompasses the Ridgecrest Dr water treatment plant, laundromat, intersection of Ridgecrest Dr and Akakeek St, ONC office building site and BNC's apartment complex parking lot. BLM called my office yesterday and informed that they were reopening the conveyance file and a formal letter to this effect would follow. This is an extremely complicated (by the federal agencies that were involved) conveyance issue. I will most certainly keep all informed as things progress.

Vice Chair Charlie asked if there were any questions for the planner.

J. Hamilton asked about the mid-year budget transfer of the training funds to the IT position recently moved to central Administration. Mr. Malone assured there was adequate funding for this year, but uncertain about next year – what council would be prepared to appropriate. He further added that he tried to make one training per year available for each staff .

B. Glasheen questioned the approval by a motion, or no motion, regarding the STIP plan that was mentioned in last months minutes. He did not recall the motion being made. Mr. Malone reminded that he included the city managers memo and the latest DOT project spreadsheet in last months meeting packet. There was no motion made because the commission apparently did not have any comments or changes to recommend. Mr. Malone further commented on how the STIP program developed from the city's Transportation Plan and DOT/PF's scoring of STIP projects.

**VII. PEOPLE TO BE HEARD**

NONE AT THIS TIME

**VIII. COMMISSIONERS COMMENTS**

NONE AT THIS TIME

**IX. OLD BUSINESS**

NONE AT THIS TIME

**X. NEW BUSINESS**

**ITEM A. PRELIMINARY PLAT LOTS 10 & 11, BLOCK 13, TUNDRA RIDGE SUBDIVISION. APPLICANT NAPAKIAK CORPORATION WANTS TO REMOVE THE COMMON**

BOUNDARY AND EASEMENT SEPARATING THESE TWO LOTS AND MAKE A  
COMMON LOT 10A. (9110 PTARMIGAN RD)

PUBLIC HEARING

Vice Chair Charlie asked Mr. Malone to introduce the item. Mr. Malone said that this a preliminary plat application from Napakiak Corporation. Mr. Al Bianchi is the surveyor and is here representing the applicant. He further added that the purpose of the replat is to vacate the property line and easement of record between Lots 10 and 11 and creating a single Lot 10A. The use of this lot is single family residential rental property. The new lot would still maintain all the proper easements on both sides and the front and rear of the property. Mr. Malone did have some corrections recommended for the plat – these were noted on the plats sent in the meeting packets. Mr. Malone stated that Mr. Bianchi will need to get a letter from Public Works before the final plat hearing stating that the vacating of the easement will not negatively effect utility access.

Public Hearing opened at 7:04 pm

J. Hamilton asked for the physical location of the property. The location of the lot was pointed out for everyone's benefit.

J. Hamilton inquired if this were low marsh land. Mr. Bianchi and Mr. Malone stated that the lots were already filled and in use as rental property.

Public Hearing closed at 7:07 pm

Vice Chair Charlie asked for the wish of the Commission. Mr. Malone recommended acceptance of the preliminary plat with the noted corrections.

M/M J. Schantz/ B. Glasheen Approve the preliminary plat as presented.

Vice Chair Charlie asked for any further discussion.

J. Hamilton wanted a letter from both the Public Works Department and the Fire Chief on the easement vacation.

Unanimous

**XI. ADJOURNMENT**

M/M J. Hamilton/ J. Schantz to adjourn.

Planning Commission Agenda, February 13, 2003 (Cont)

Unanimous

Meeting adjourned at 7:10 pm

Minutes prepared by Debora Nieman, Planning Technician



**John Guinn, Chair**

Date: 03-13-03